UNIVERSITY OF MASSACHUSETTS LOWELL

Office of the Vice Chancellor for Finance and Operations

August 30, 2012

ADMINISTRATIVE ANNOUNCEMENT NO. 3

VIOLENCE ON CAMPUS

The University of Massachusetts Lowell (UMass Lowell) is committed to providing a learning and working environment that is safe for employees, students, visitor, volunteers, vendors or anyone who conducts business on behalf of UMass Lowell. The University will not tolerate violent acts of any sort on its campuses or any other facility owned, leased or controlled by UMass Lowell. This policy includes actual violent conduct as well as verbal and cyber threats of violence and intimidation. Additionally, UMass Lowell will not tolerate retaliation against any person who brings a complaint of violence in good faith, or serves as a witness in the investigation of a complaint.

This policy is intended to guide employees, students, volunteers, vendors or anyone who conducts business on behalf of UMass Lowell both in preventing acts of violence and in responding to them if/when they occur on the University campus or any other facility owned, leased or controlled by UMass Lowell.

This policy applies to all employees, student, volunteers, vendors or anyone who conducts business on behalf of the University in the course of working for or studying at the University and/or when they are present on University property for any other purpose.

Violent Behavior

Violent behavior includes, but is not limited to, behavior that creates a work or learning environment that a reasonable person would find threatening, abusive or violent. Examples of such behavior include, but are not limited to:

- Verbal or cyber threats to invoke harm to persons or property;
- Physical assaults or attempted physical assaults;
- Sexual assault or other behavior of a sexual nature;
- Any unauthorized use of possession of firearms, explosives, knives or other devices, machinery, or material(s) that could be used, and/or could be threatened, as a weapon on campus;
- Abusive, violent and/or coercive language or conduct; and grossly negligent or reckless conduct that a reasonable person would foresee as potentially resulting in injury to persons or property.
Risk Assessment Team
The Risk Assessment Team is an interdepartmental team of University leaders who assemble to review the facts of a potentially violent situation and determine the appropriate steps necessary to make an adequate assessment of the risk of danger.

After the risk assessment is completed, the Risk Assessment Team makes recommendations for an appropriate course of action that is consistent with the UMass Lowell policy and practices to the Vice Chancellor for Finance and Operations.

The Risk Assessment Team includes: The Director of Public Safety, the Dean of Students, Vice Provost for Graduate Education, and the Associate Vice Chancellor for Human Resources and Equal Opportunity and Outreach or their designees.

The Vice Chancellor for University Relations will be invited to all meetings to serve as a liaison to the University’s Executive Cabinet.

Other departments both internal and external may be consulted as is needed to assess the risk and make appropriate recommendations.

Examples of internal department include but are not limited to: Access Services, Admissions, Athletics, Counseling Center, Disability Services, Environmental & Emergency Management, Facilities, Health Services, Information Technology, Multicultural Affairs, and Residence Life.


Scope
1. An employee, student, volunteer, vendor or anyone in the course of working for, studying at, or serving the University and/or while present on the University property that believes that they or someone else is in imminent danger; should immediately contact the University Police at ext. 2911.

2. A University employee who witnesses or becomes concerned about safety because of violent behavior or the potential of violent behavior is strongly encouraged to notify his/her manager and/or the University Police. (Note: Violent behavior can be exhibited or perceived through direct, non-direct, or cyber communication with an individual).

3. A manager or supervisor who receives a verbal or written report, observes, or otherwise becomes aware of violent behavior or the potential for violent behavior must notify the University Police and will fully cooperate with the police as they conduct a full investigation into the matter.
4. The University Police Administrative Support Division will initiate an investigation. During the course of the investigation the Chief of Police or his designee will convene the Risk Assessment Team to determine the proper course of action.

5. If the University learns of an incident of violent behavior by an employee, student, volunteer, vender, or those authorized to conduct business on behalf of the university, that took place outside of UML, and where the behavior has a direct relationship to the safety of the University community, then a member of the Risk Assessment Team will convene a meeting to take the appropriate action.

6. In addition, it is the responsibility of the individual employee, student, volunteer, vendor, or those authorized to conduct business on behalf of the University to report any conduct exhibiting violent behavior that the reporter reasonably believes may have an impact on the individual’s ability to perform his/her current job duties.

7. If an individual listed above, has been deemed to have created the potential for, risk of or actually engaged in violent behavior, the Risk Assessment Team will determine the best course of action. (This does not apply to routine criminal charges brought on by the University Police in the performance of their duties).

Responsibilities

All employees, students, vendors, or those authorized to conduct business on behalf of the University will refrain from any violent behavior anywhere in the University community.

[Signature]
JOANNE YESTRAMSKI
Vice Chancellor

2012-2013 Series